

Saxton Bampfylde



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Appointment of Trustees  
Candidate information

July 2023



# Welcome from our new Chair

**On behalf of the Board of Trustees, thank you for your interest in a Trustee role at Buttle UK. This is a significant time for the charity as we continue to step up support for vulnerable children in crisis who are being hit the hardest by the cost of living crisis.**

Those connected to Buttle UK believe it to be a special organisation, because of the immediate difference we can make in the lives of children and young people in crisis by providing them with vital items and activities. We are proud of the innovative approach we have taken to providing this support, and the efficacy with which we do it. We are also proud of being a forward-looking and externally-focused organisation that seeks to use the unique insights gained through our grant giving for the wider benefit of children and young people in poverty.

We have responded to the pandemic and the recent cost of living crisis by materially increasing our support for young people at this difficult time and this year we aim to support 5,500 children and young people with a grants budget of £5.5m. We will continue with this increased level of support over the next few years to ensure we are helping children and young people in the toughest of times even as we start work on planning the next five-year plan for the Charity, looking beyond the current headlines to continue to provide support to those that need it.

We are looking for five new trustees to join the Board and relevant additional Committees to guide the work of the charity, alongside our Senior Management Team, to support children and young people in crisis across the UK. We are looking for applicants with skills or experience in the following:

- Investment management
- Finance, accounting and audit
- Professional fundraising/ income growth in charity or business
- Grant making
- Working in boarding schools
- Digital / technology

We are a charity supporting children and young people, so we would encourage applications from young people over the age of 18. We also particularly encourage applications from Black, Asian, and minority ethnic candidates as these groups are strongly supported in our grant-making but underrepresented within our organisation.

Our Chances for Children grants pay for normal things that we would want all children and young people to have, but their parent/s or carers cannot otherwise afford. Not extraordinary, but critical things in their lives. There has never been a greater need for the creative grant giving for which Buttle UK is known.

I hope you would like to help us in supporting children and young people and I look forward to hearing from you.

**Peter Orlov,**

**Incoming Chair of Trustees, Buttle UK**

# About Buttle UK

**Buttle UK is dedicated to helping children and young people who are in crisis change their lives. How we help these children is incredibly simple; we give small, effective, individual grants that are designed around their specific needs.**

Chances for Children grants, which we began testing in 2014, are an innovation in the way Buttle UK delivers its grant-giving. Typically, within the grant-giving sector, the focus on supporting individuals has been solely on the emergency provision of single items, such as a cooker or washing machine. However, our Chances for Children grants look to go further. We offer funding to provide a holistic package of support addressing the physical, emotional and educational needs of persons aged 0-20. Evaluation has repeatedly found that these grants can have a disproportionately positive impact compared to their monetary value, and that in some cases they are transformational. As part of Chances for Children, where the home environment is not the best place to provide support, we offer our Support for Boarding grants which we have been providing across our 70-year history. These grants have been life changing for countless children.

We receive grant applications via a network of referral organisations such as local charities, social services and health centres across the whole of the UK. These organisations ensure we are getting the funds to those that need them most and through them we can ensure appropriate due diligence on the spend of the funds themselves.

We are a fundraising organisation and provide our own funds to support children and young people as well. Over

the past seven decades we have safeguarded and grown the financial endowment that was left to us by our founder, the Reverend Frank Buttle. At the same time, we've honoured his memory as an independent thinker and a pioneering force for change by using the insights and learning we gain from a unique data set generated through our grants database. This provides us with a platform to undertake ground-breaking research and speak out about the issues which vulnerable children and young people in the UK face.

## **Through our grant-making in 2022-23:**

We supported 4,378 children and young people with 2,314 grants.

Between 1 April and 31 March 2022, we spent £3,974,120 across both grant programmes. £3,092,256 on Chances for Children Grants and £881,684 on Support for Boarding.

Against our main areas of impact we awarded:

- **£1,921,408 towards education, training and employment** (this includes £870,590 towards boarding school fees)
- **£1,379,125 towards safe and equipped homes**
- **£673,587 towards social & emotional wellbeing**

The average grant awarded was £1,404.





## Our strategy and vision

As we move into the fourth year of our 'Working Together for Children and Young People', 2020-25 strategy, we are at a critical moment for Buttle UK. Our work has never been more needed. Our grants fund will be the highest we have delivered annually in our history. This is in response to the significant challenges that children and young people have had to face over the last three years. The additional 'Stepping Up' commitment we have designated from our endowment, and significant fundraising support from our donors means that we can continue to offer a higher level of support for the next 3-4 years.

Our 2020-25 strategy pushes for continuous improvement in our grantmaking, working in collaboration with other grantmakers and charities, calling for wider change for children and young people in poverty, and involving their expertise in the future direction of our organisation. The opportunity we have to develop sustainable fundraising

growth also comes at an exciting time, when we are well set to begin involving the communities we support in the development of our organisation and work, through our Youth Panel and Advisory Network. Our understanding of co-produced and collaborative grant-making is also bolstered this year as we progress our pilot of a gendered poverty programme working with Turn2Us and Smallwood Trust alongside mothers/carers in Middlesbrough who are living in poverty.

We will also use our relationship with the End Child Poverty coalition to support its call for change as we lead into the election year, likely in 2024. Because, whilst our focus is to support children and young people right now, we also must share the insights of our work with the communities we support to create further change to support their future.

### Our vision

Giving children, young people and families a chance for change.

### Our mission

The maintenance, education and advancement in life of children and young people who through poverty and family circumstances are in need of, and will benefit significantly from, Buttle UK's support.

### Our values

**Child-focused.** We put children and young people first in the decisions we take. They are the focus of all our efforts and energy.

**Empathetic.** Empathy and compassion are central to our work with children, young people and families. We act with respect for all people, communities and cultures, and value this in our wider team as well as our grant-making.

**Responsive.** We are responsive to the needs of children and young people, with a focus on providing swift decisions. We listen and adapt so that we can do better in all aspects of our work and deliver more for those we support.

**Collaborative.** We collaborate in order to create chances for children and young people that are significantly disadvantaged by crisis and poverty. It is only through working in partnership that we can be truly successful.

**Accountable.** We are accountable to children, young people, and all those with whom we work. By recognising and acting on this accountability, we will most effectively and appropriately serve the communities for which we exist and deliver the best possible service to meet their needs.

## Co-production

At Buttle UK, we are taking steps to be more inclusive, accountable and transparent to the children, young people and families we support, as well as the professionals who work with them.

We recognise the importance and value of involving those who have experienced crisis and financial hardship in our work. This includes our learning and improvement, decision making and strategic planning. We call this co-production.

We are at the start of our co-production journey. Currently, we are setting up an Advisor Network of referrers and families, and a Youth Panel of young people who have received our grants, to help us develop our co-production approach.

Our long-term goal is to embed co-production into our culture and across all teams and strands of work at Buttle UK, to make our work as impactful as possible.

By co-producing with young people, families and professionals at all levels, we aim to:

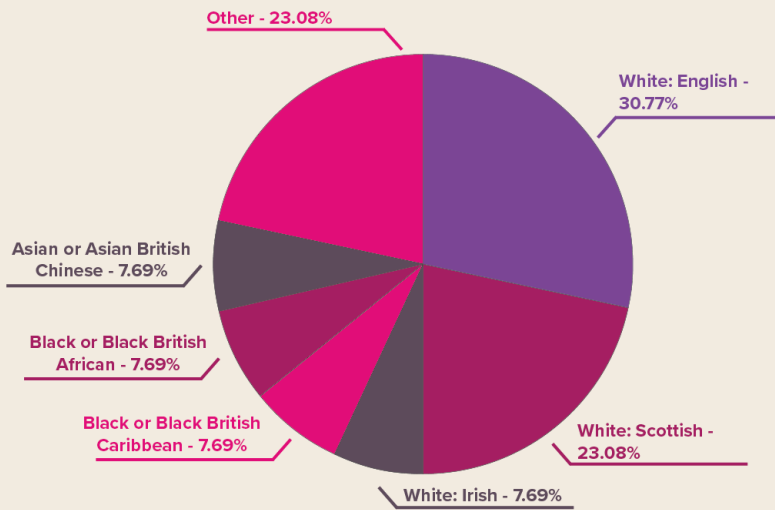
- **Enhance our grant decision making** processes to deliver the best outcomes for children and young people.
- Involve young people and families in **shaping and energising** all aspects of our organisation.
- **Understand and act on systemic issues** that result in financial hardship for families and young people.
- **Amplify the voices** of young people and other stakeholders so that they are heard across our sector and beyond.
- Ensure **we are accountable** to the young people, families and professionals we support.



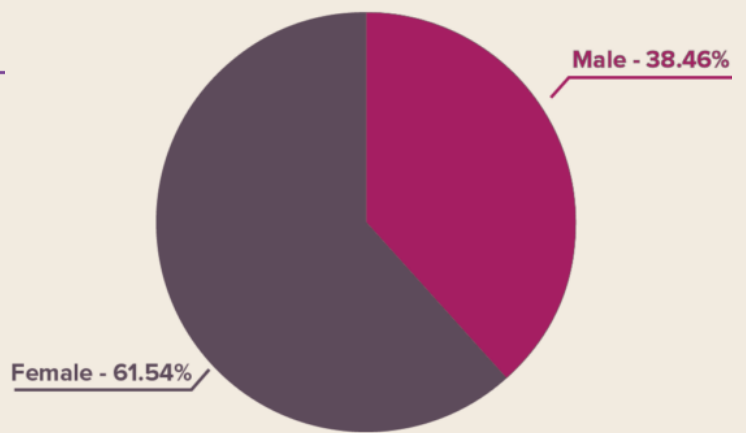
# Our Board of Trustees

Buttle UK understands that a diverse board of trustees can improve the discussions and decision making on the board. Our Trustee recruitment mirrors Buttle UK's staff recruitment process, actively seeking a diverse group of candidates. At present, Buttle UK has a team of 14 trustees. The following data reflects the diversity on the board as a whole.

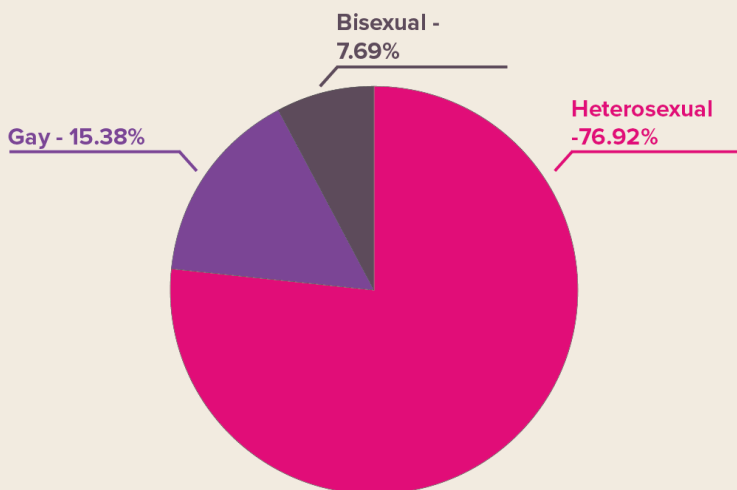
## What is your ethnicity?



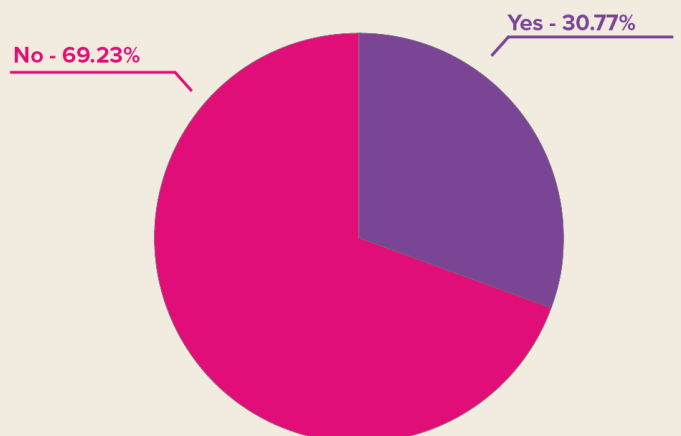
## What is your gender identity?



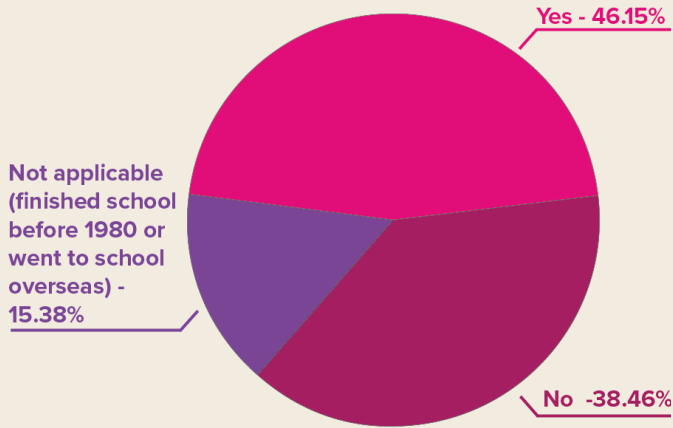
## What is your sexual orientation?



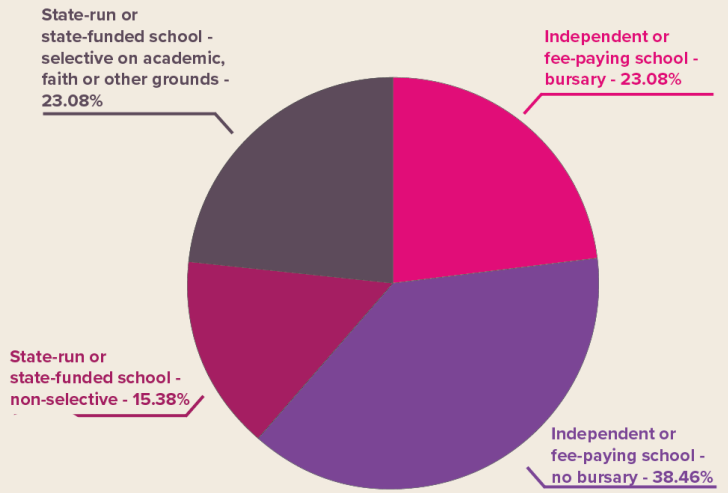
## Do you have any dependent children under the age of 18?



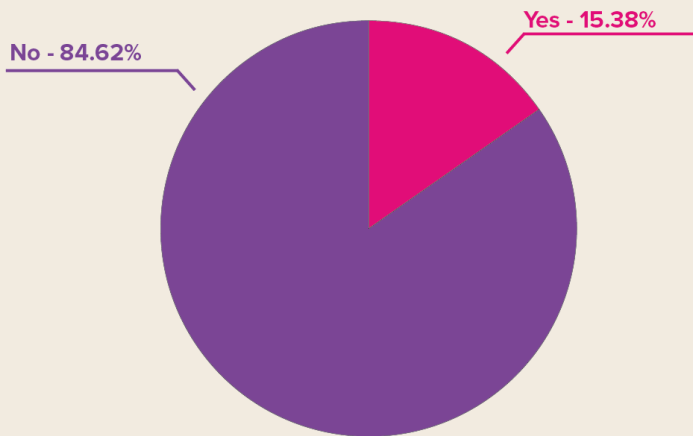
## If you finished school after 1980, were you eligible for Free School Meals at any point during your school years?



## What type of school did you mainly attend between the ages of 11 and 16?



## Do you consider yourself to have a physical disability or health condition?



We believe in promoting equality, valuing diversity, and working inclusively. We are committed to being fair and inclusive across our whole organisation. Our **Equity, Diversity and Inclusion (EDI) strategy** highlights the areas we have agreed we need to focus on between 2020-2025, and forms a key part of our goal to continuously improve our grant-making for children and young people in crisis.



# The role of Trustee

## Trustee Officers

Buttle UK has a Chair and a Deputy Chair who lead its Board of Trustees.

## Trustee Board

Our Articles of Association allow for a Trustee Board to consist of not fewer than eight Trustees and no more than 20. It is felt that a Board of 11-13 Trustees meets the needs of the Charity at the present time. The Board is responsible for the governance of Buttle UK and meets four times a year.

## Committees

The Trustee Board uses Committees to advise on certain aspects of Buttle UK's operations and to control certain activities on its behalf. As part of this recruitment, we also plan to place candidates on an appropriate committee. Each of these committees additionally meets four times a year.

- Governance & Workplace Committee
- Finance & Investment Committee
- Grants Committee

The principal task of Trustees is to ensure, alongside other Trustees, that Buttle UK operates in a manner that enables it to fulfil its objectives as effectively and efficiently as possible in accordance with the law and the Charity's governing documents.

### The main responsibilities of Trustees are to:

- Contribute actively to the Board's role in giving setting overall strategy, defining organisational goals and targets, and evaluating performance against agreed targets.
- Exercise trusteeship of the vision, mission and values of Buttle UK.
- Ensure that Buttle UK pursues its charitable objectives and complies with its governing documents, charity law and all other relevant law and regulations.
- Ensure Buttle UK's financial stability.
- Appoint the chief executive and members of the executive leadership team and support them to deliver the charity's strategy.
- Think widely and achieve good balance between collaboration and challenge
- Share knowledge as an expert in their field to help reach our strategic aims.
- Ensure the confidentiality of personal and other sensitive information concerning individuals and restricted information.
- Openly declare any conflict of interest and step aside from further decision making on issues affected.
- Make every possible effort to attend meetings of the Board and any relevant Committee or other such task group.
- Protect Buttle UK's property and ensure the proper investments of the Buttle UK funds.
- Maintain good working relationships with the Chief Executive and the Staff within the defined governance and management roles.
- Attend Buttle UK's training days, Trustees development meetings and other similar events.
- Make all reasonable effort to attend Buttle UK's fundraising or other publicity events, receptions and other public functions.

## Trustee Time Commitment

Trustees are appointed for an initial three-year term with the opportunity to extend for a further three-year period. The time commitment includes attending four Board meetings a year plus an away day and relevant committee meetings, averaging out at approximately half a day a month.

Board and Committee meetings are held in London, Victoria. We appreciate the benefits of meeting in-person as a Board throughout the year but also understand this may be difficult for Board members at times so meetings can also exceptionally be joined online if necessary. Board meeting are generally during the working day and last for roughly three hours. We acknowledge this is difficult for some potential candidates and we would ask you to let us know if this is the case so that we can consider your needs.

Our Trustees are not remunerated, however, travel expenses or payment for childcare, directly incurred in the role, can be arranged in advance or reimbursed as discussed.

## Board Meeting Dates (2024 dates to be confirmed)

6 & 7 December 2023

Week of 18 March 2024

Week of 17 June 2024

Week of 23 September 2024

Week of 9 December 2024



# What we're looking for

Our new Trustees will join at an exciting time for Buttle UK, as we start work in 2024 to create our new 2025 five-year strategy. We are looking for confident and enthusiastic Trustees who can make an immediate contribution to our organisation and bring the strategic skills and broad experience to help us take Buttle UK forward.

We are looking to recruit at least five Trustees to join our Board. The skills we seek include:

- **Investment/ asset management experience** to support the organisation with its strategy in leveraging investments and balancing the risk and reward profile. It is envisioned that this person will step up as Chair of the Finance & Investment Committee in mid 2024.
- **Finance, accounting and audit experience**, to bring strong oversight of financial performance, planning budgeting and strategy. We are looking for a thoughtful, skilled, wise approach and broad expertise at board level. It is expected that this person will join the Finance & Investment Committee.
- **Fundraising and income generation experience.** This person will bring strategic, senior level experience of fundraising and diversifying income, for example in a charity setting or through the growth of a small to medium sized business. This person is also likely to join the Finance & Investment Committee.
- **Grant making experience**, ideally as a senior leader in a charity or foundation that gives grants either to individuals or organisations.
- **Experience of boarding schools**, ideally as a Headteacher or senior leader in finance/ operations, who brings an understanding of the boarding environment and strong networks and connections within the sector.
- **Digital and technology experience**, to bring strong oversight and challenge the organisation around areas such as cyber resilience, cloud-based software and how we use data to measure impact.

We are also looking for Trustees who bring the following:

- A passion for children and young people and a commitment to Buttle UK's vision, mission and values.
- A willingness to devote sufficient time and effort to Buttle UK.
- Integrity, good, independent judgement and an ability to think creatively.
- A willingness to offer opinions on matters relevant to Buttle UK, work collaboratively and to be open to different opinions.
- An ability to work effectively as a member of a team.
- A willingness to allow the Chief Executive and staff to make decisions and act within the limits prescribed by the Board.

# How to apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to Buttle UK on this appointment.

Candidates should apply for this role through our website at [www.saxbam.com/appointments](http://www.saxbam.com/appointments) using code YBJYA.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter addressed to Peter Orlov, incoming Chair of Trustees, and complete the online equal opportunities monitoring\* form.

The closing date for applications is noon on **Monday 4th September 2023**.

Longlisted candidates will be interviewed by Saxton Bampfylde between 11th and 22nd September. Shortlisting will be completed by 29th September followed by interviews with Buttle UK during week of 9th October.

\* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

**GDPR personal data notice** According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior

## Our Commitment to Equity, Diversity & Inclusion

We welcome applications from anyone regardless of their age, experience, disability, ethnicity, heritage, sexuality, gender and socio-economic background. We are a charity supporting children and young people, so **we would encourage applications from young people over the age of 18. We also particularly encourage applications from black, Asian, and minority ethnic candidates** as these groups are strongly supported in our grant-making but underrepresented within our organisation.

To support anyone looking to apply for our Trustee positions we commit to:

- Paying for childcare for the hours in and around the interview process.
- Paying for your travel costs to the office and back for interviews if these are held in person.
- Holding interviews online if easier for candidates' circumstances.
- Making any reasonable adjustments to support your needs in the application and interview process.





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